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UNITED STATES GENERAL ACCOUNTING OFFICE

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The U.S. General Accounting Office, an agency of the Congress, is studying Federal agencies' use of the newer software tools and techniques, such as preprocessors and structured programming. We believe that you and your staff can provide valuable information.

The enclosed questionnaire deals with the use, and benefits from the use, of software technology. We ask that you complete the questionnaire promptly.

Questionnaire responses will be reported only in summary form. We are requesting identifying information only to enable us to supply requested copies of our report and to obtain clarifying information, if necessary.

Please return the completed questionnaire in the enclosed envelope within $\underline{10}$ days.

If you have any questions, please call Mr. Fred Gallegos telephone number: (213) 688-3813 or FTS 798-3813, or Dr. Steven Merritt: (202) 275-6187 or FTS 275-6187.

Thank you for your cooperation.

Sincerely yours,

D. L. Scantlebury

Director, Financial and General Management Studies

Division

Enclosures